



Flathead County  
Emergency Medical Services  
Administrative Board

Flathead County EMS  
625 Timberwolf Parkway  
Kalispell, MT 59901  
406 - 751 -8191  
[emslife@flathead.mt.gov](mailto:emslife@flathead.mt.gov)

November 15th, 2010  
Regular Meeting, Evergreen Fire Hall

Members Present

Wayne Miller, MD  
Myrt Webb  
Jason Spring  
Bob Kun

Absent

Velinda Stevens

Call to Order

Meeting was called to order by Dr. Miller at 2:00p.

Approval of Agenda

MOTION to approve agenda as received, Webb  
SECOND, Spring  
Approved

Approval of Minutes

MOTION to approve Minutes of September 10<sup>th</sup>, 2010, Spring  
SECOND, Webb  
Approved

Citizen Comments

None

EMS Mill December Disbursement – Mary Granger

Granger discussed the additions to the previously approved EMS distribution formula. The Board previously agreed to add the Fire Service Area as a QRU to help with EMS and Fire units responding outside of their districts and into the Fire Service Area. South Kalispell Fire/QRU has also been established and added to the funding formula. After the additions, the formula illustrated an increase to the non-transporting agencies and a decrease to the transporting agencies. Under further review it was determined that the transporting agencies lost 15%. After discussion the EMS Advisory Committee agreed to split the percentage between both transport and non-transport agencies.

Granger also explained the need to increase the reserve percentage to 20%. This entails holding back \$10,000.00 per disbursement three times. Reserving \$30,000.00 will bring the reserve to approximately 19%.

Others Present

Mary Granger  
Tom Kennelly  
Dan Diehl  
Amanda Norenberg  
Richard Briles, MD  
Lance Westgard  
Ben Covington  
Jack Spillman

Spring asked that Granger write a letter to the Commissioners requesting that a lesser amount be required to carryover given this account is fully disbursed.

MOTION to approve December 2010 allotment, Spring

SECOND, Webb

Approved

#### 911 Operations Board Appointment

Miller explained to the Board Members that according to the 911 Operations Board Bylaws, the EMS Board must appoint a representative.

MOTION to approve Wayne Miller, MD to represent the EMS Board on the 911 Operations Board, Spring

SECOND, Webb

Approved

#### 911 Communications Funding Request

Jack Spillman was available to answer questions regarding the \$10,000.00 request for repairs to existing towers made previously at the September meeting.

Webb expressed concern for further requests without fully understanding the overall communications “plan” for Flathead County.

MOTION to table request, Webb

SECOND, Spring

Failed

MOTION to grant request under a contingency – a communications plan must be submitted within thirty days of this meeting before payment is made, Kun

SECOND, Miller

Approved

#### Budget Committee Report

Webb explained the Budget review.

EMS Budget Summary as of:

	FY 2011 Acct#2272		Acct#2273	
	Budget	Cash	Budget	Cash
<b>Beginning Balance (1 Jul 10)</b>	<b>283,160.00</b>	<b>115,805.56</b>	<b>-</b>	<b>32,712.85</b>
Carry Over	58,939.00	115,805.56		
Cash Balance as of 11/12/10		69,547.04		56,748.78
Projected Revenues	224,221.00		431,851.00	
Revenues Received to Date	12,000.93			

		12,000.93	24,035.93	24,035.93
Projected Expenditures	283,160.00		431,850.00	
Expenditures to Date	59,282.07	(59,282.07)	-	-
Obligations not Recorded	4,096.01	(4,096.01)	-	-
Required Reserve		56,632.00		86,370.00
Projected Available Funds	219,781.92	7,796.41	431,850.00	(29,621.22)
		Acct#2272	Acct#2273	
Percent of Revenues Received	5.35%		5.57%	
Percent of Expenditures incl obligations	22.38%		0.00%	

Note: Obligations not Recorded is an estimate of Payroll for Pay Period 23

### EMS Manager's Report –Granger

Granger is diligently working on run cards and the December distribution. Following the approval of the December disbursements, an MOU will be signed by the departments and processed for payment. The training schedule is at its busiest, and planning new classes for the spring.

### Medical Director's Update-Richard Briles

Dr. Briles has been working on agreements between the Agency Advisors and himself. These Agreements will outline the expectations of the Agency Medical Advisor and the requirements for Dr. Briles. He is also planning to create a committee that would include an ER physician from both KRMC and NVH. The committee will include the two physicians and Dr. Briles. The Committee hopes to meet quarterly. Dr. Briles is also creating a policy for BLS to ALS hand offs. This policy should cut back on the unnecessary extended in-route times. Dr. Briles will be drafting a unified drug policy to be followed County wide.

### Advisory Committee Report- Kris Long

Long was absent. Granger explained that at the last meeting, the Committee voted unanimously to approve the funding formula for the December distribution. The Committee has also appointed Scott Miller as the Vice Chairperson.

### Other Business/future Agenda Requests

The next Board meeting will be December 20<sup>th</sup> at the FECC – EOC conference room

### Board Member Comments

Kun expressed to the Board that his term is ending and he has reapplied for another term.

Public Meeting Adjourned 3:30p